

THE INSURANCE INSTITUTE OF ZIMBABWE



Invitation for IIZ Examiners Selection

The Institute is seeking to appoint examiners for its Academic function of setting, marking and moderating the IIZ examinations in line with international best practice. The post of examiner entails a considerable time commitment that includes the need to undertake compulsory training, such as equality and diversity training. There will also be a need for consideration of documents and preparation of work prior to attendance at workshops to assist in the writing of examination questions. The exams will be at four (4) levels and run twice per year. The levels and courses on offer are as listed hereunder;

LEVEL 1: CERTIFICATE OF PROFICIENCY (COP)

COURSES

1. COP in Long Term Insurance
2. COP in Short Term Insurance
3. COP in Retirement Fund Trusteeship
4. COP in Funeral Assurance

REQUIREMENTS

COP Long Term, Short Term Insurance and Funeral Assurance

- Minimum of a Diploma in Insurance (with a bias towards Long Term, Short Term insurance and or Funeral Assurance) from reputable and accredited institutions.
- Minimum of 2 years work experience in the long term/ short term insurance/ funeral industry and/or experience in teaching (relevant insurance courses) at tertiary institutions.

COP in Retirement Fund Trusteeship

- Minimum of a Diploma in Pensions Management (or equivalent) from reputable and accredited institutions.
- Minimum of 2 years work experience in the pensions industry and/or experience in teaching (pensions related courses) at tertiary institutions.
- Relevant higher qualification(s) will be an added advantage.

LEVEL II: CERTIFICATE IN INSURANCE

COURSES

1. Insurance Principles and Practice
2. Business Communication and Information Technology
3. Legal Aspects of Insurance
4. Risk Management 1
5. Fundamentals of Reinsurance
6. Mathematics for Business
7. Business Management and Principles of Entrepreneurship
8. Financial Accounting
9. Economics

REQUIREMENTS

- Minimum of a Diploma in the relevant subject area, from reputable and accredited institutions.
- Minimum of 2 years of relevant working experience and/or experience in teaching at tertiary institutions.
- Good passes in module(s) for which the candidate is being considered.
- Relevant higher qualification(s) will be an added advantage.

LEVEL III: DIPLOMA IN INSURANCE

COURSES

1. Marketing of Insurance Products and Services
2. Research Methods and Statistics
3. Insurance Broking
4. Advanced Reinsurance
5. Risk Management II
6. Strategic Management of Insurance Operations
7. Risk Management in Insurance
8. Financial Management and Analysis of Insurance
9. Property and Business Interruption Insurance
10. Liability Insurance
11. Marine and Aviation Insurance
12. Engineering and Construction Insurance

13. Motor Insurance
14. Long Term Business
15. Health Insurance
16. Pension Law, Administration and Taxation
17. Retirement and Estate Planning
18. Life Insurance Underwriting
19. Life Insurance Claims

REQUIREMENTS:

- Minimum of an Undergraduate Degree in Insurance and Risk Management and/or any other degree in the relevant subject area, from reputable and accredited institutions; and/or Fellow Membership of other related Professional Institutes.
- Minimum of 3 years of relevant working experience and/or experience in teaching at tertiary institutions.
- Good passes in module(s) for which the candidate is being considered.
- Relevant professional qualification(s) and/or any higher qualification will be an added advantage.

LEVEL IV: FELLOWSHIP

REQUIREMENTS:

- An Undergraduate Degree in Risk Management and Insurance from reputable and accredited institutions; and/or Fellow Membership of other related Professional Institutes.
- A Master's Degree in Risk Management and Insurance and/or any other business-related field from reputable and accredited institutions.
- Minimum of 3 years of experience in supervising Undergraduate/Masters/PhD students.
- Publications in the area of risk management and insurance will be an added advantage.

All applications and Curriculum Vitae for the examiners positions, should be submitted to the Institute via email using the email address registrations@iizim.co.zw

The application letter addressed to the General Manager should state the preferred subject the applicant wishes to examine.

The closing date for applications is **Friday 6 July 2018**. Remuneration will be disclosed to successful candidates.